

**SPECIAL MEETING - TUESDAY AT 5:00 P.M.**

The Switzerland County Council held a special session pursuant to law and by being duly advertised.

Those present: Glenn Scott, Elizabeth Jones, Mike Bear, Andy Haskell, John Gary Welch, Lisa Fisher and auditor Gayle Rayles.

The meeting was opened by Glenn with the pledge of allegiance.

The purpose of the meeting was to discuss pay increases for 2018.

Glenn opened the floor to discussion. Gayle suggested she start by explaining the two reports she had prepared. The first was a pay matrix, similar to what the sheriff's dept. and the jail are now using. She said it was suggested at the last council meeting that the council begin using a matrix and what she presented was a starting point. The idea is to avoid paying a new employee, who has no experience, the same amount as the person whose job they step into the same amount of money.

The second report was what it would look like if the council gave each full-time employee paid out of the General Fund a flat increase of \$350.00. The part-time employees would receive a smaller amount. She pointed out that there are a few employees who will receive increases regardless. The chief probation officer, the juvenile probation officer, sheriff, and matron. These are salaries set by the state, the judge and the sheriff.

She went on to explain that some of the increases for elected officials and employees were highlighted to indicate that she was not certain if the council would like to consider something different.

There were two additional requests for increases outside the \$350.00 amount for the council to consider.

Elizabeth asked what other counties pay. Gayle said there is a book that gives some of that information, based on 2016 salaries, that she can use to help determine that. The discussion was on other counties our size and she said the book is divided by population. If the book does not give the information needed, she may need to reach out to other auditors in counties our size.

Andy asked where she came up with the starting salaries for the matrix. She said she took what the position is currently paying and backing into a figure that seemed reasonably less than the current amount. She mentioned that new hires with experience could be started at pay level warranted by the experience they bring to the job.

There were discussions on:

- Who is considered hourly
- SCER increases
- Exempt employees
- Comp time
- Time cards

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Andy said he would like to sit down with the department heads and discuss what the department is responsible for and individual employees' duties

Elizabeth suggested that they work on perfecting the matrix for 2018 to be used for the 2019 budget.

Lisa made a motion to increase the payroll/accounts payable clerk's salary \$1,650.00 and the auditor's salary \$1,500.00 for one year; Mike seconded the motion. Lisa and Mike voted in favor, Glenn abstained, John, Andy and Itsy were against; the motion failed.

Rita Brogan spoke about the firm that did the job descriptions years ago not understanding the volume of work or responsibilities. They suggested that anyone with a title was who should receive the greatest compensation.

Gayle Sullivan said she had money in her Title IV-D fund that she could use to give her staff for raises.

Glenn asked if there was any further discussion. No one responded.

There being no further business to come before council, Lisa made a motion to adjourn; John seconded and all agreed. The meeting adjourned at 6:00 p.m.

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Attest: \_\_\_\_\_  
Gayle A. Rayles, Auditor  
Switzerland County, Indiana